



Water Air Food Awards

Awards Team Manager / Awards Officers: Engagement on Volunteer Role

Wafa (Water Air Food Awards) is a non-profit NGO headquartered in Copenhagen, has a dream that all people on planet Earth will have access to clean water, clean air, and healthy food. Wafa is looking for Chief Award Officers / Team Members for the Awards Management Department, for its current operations and expansion plans.

- **Awards Team Manager:** Leading and coordinating all activities of Awards Group through 4 Award Officers (as below) covering 4 Awards of Wafa – More than 7 Years' Experience.
- **Award Officer – Water Award** – More than 3 Years' Experience
- **Award Officer – Air Award** – More than 3 Years' Experience
- **Award Officer – Food Award** – More than 3 Years' Experience
- **Award Officer – Youth Climate Award** – More than 3 Years' Experience

ROLES AND RESPONSIBILITIES:

- Create and upgrade a short and long- term Awards strategy in alignment with Wafa's overall strategy, vision, and mission.
- Collaborate with leadership and Managers of all functional departments from START to FINISH of respective award.
- Manage the selection process (call for applications, evaluation, pre-selections, shortlisting, selecting finalists, submission for public voting, announce winners).
- Liaise with, maintain, and coordinate an external selection committee (jury).
- Identify new countries and remote areas to source applications from.
- Identify new channels and collaborators for reaching award candidates.
- Recruit, train, retain and inspire a team of committed volunteers in Awards Team.
- Co-coordinate selections with Communication & PR, On-line media, and IT.
- Collaborate with Wafa Ambassadors in different geographical locations internationally.

JOB REQUIREMENTS:

- Bachelors or master's degree in any field
- Passion for Volunteering for NGOs / Humanitarian work
- Excellent written and oral communication in English, as well as interpersonal skills
- Experience with leading teams and processes
- Excellent computer skills
- Ability to work with data, build structures, interpret, and reach conclusions.
- Knowledge of emerging economies.



Water Air Food Awards

- Available a minimum of 6-8 hours per week.
- Able to begin within one month preferably.

NOTE: You will be working remotely and will require access to a computer with a fast internet connection. Regular Skype/Zoom meetings with the Wafa team are required. If you want to join us to help make our dream a reality, please email your CV/Resume to hr@wafaward.org

To know more about Wafa, please visit www.wafaward.org